

AGENDA



Thursday, January 15, 2009

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION****Item No. 41**

Subject: Authorize award and execution of a 36-month requirements supply and service contract with THE WHITLOCK GROUP, Austin, TX for audio-visual equipment and maintenance in an estimated amount not to exceed \$273,780, with three 12-month extension options in an estimated amount not to exceed \$91,260 per extension option, for a total estimated contract amount not to exceed \$547,560.

Amount and Source of Funding: Funding in the amount of \$91,260 is available in the Fiscal Year 2008-2009 Operating Budget of the Financial and Administrative Services Department, Communications and Technology Management, CTECC. Funding for the remaining 27 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Mick Osborne, Specialist Sr. Buyer /974 2995

Purchasing Language: Lowest bid of two bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority Owned and Women Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract is for the purchase of additional audio visual equipment (such as projectors, monitors, etc.) and for the maintenance of existing and future audio visual equipment for the Combined Transportation, Emergency & Communications Center (CTECC) at 5050 Old Manor Road. CTECC houses a coalition of entities which includes the City of Austin, Travis County, Capital Metro, and the Texas Department of Transportation. The City pays for these services and goods up front, once the invoice is paid the other agencies are billed for its share.

Included in the building are conference, joint operations, and training rooms that will have audio-visual presentation equipment installed.

The Office of Emergency Management, located in this facility, has an Emergency Operations Center (EOC) on the third floor. The EOC has audio-visual distribution and presentation systems that provide the ability to select from several audio and video sources and direct those sources to display and monitoring equipment. The control and presentation equipment uses mature technology, integrated components, and software to allow manipulation of audio and video sources via networked computers installed at CTECC.

This system allows dispatchers for the trunked radio system, the Computer Aided Dispatch (CAD) System, and personnel at the Emergency Operations Center to be connected to one another by voice, data and image monitors, and a sophisticated broadcast system. The system must be operable on a 24 hours x 7 days per week basis in view of the critical nature of the activities that take place at the center; therefore, having this equipment covered under a maintenance agreement is crucial to the operation.

MBE/WBE solicited: 6/3

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. One hundred thirty four notices were sent, including six MBEs and three WBEs. Two bids were received, with no response from the MBE/WBEs.
- c. This is the first purchase of its type; therefore, here is no pricing history available.

APPROVAL JUSTIFICATION

- a. Lowest bid received.
- b. The Purchasing Office concurs with the Communication and Technology Management Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.